



Council Agenda Report

Item 5j

Department: Police
Cost Center: 8004
For Agenda of: 4/19/2022
Placement: Consent
Estimated Time: N/A

FROM: Rick Scott, Police Chief

Prepared By: Christine Steeb, Communications Manager

SUBJECT: AUTHORIZE A REQUEST FOR PROPOSALS FOR A PUBLIC SAFETY AUDIO RECORDING SYSTEM

RECOMMENDATION

1. Authorize staff to advertise a Request for Proposals (RFP) to replace the City's Public Safety Audio Recording Equipment; and
2. Authorize the City Manager to award the contract if the selected proposal is within the approved budget.

Background

An audio recording system records and retains mission critical phone and radio traffic used by public safety. The City of San Luis Obispo records radio channel traffic for the police and fire departments, phone calls at the nine main 9-1-1 consoles located at the Emergency Communications Center (ECC), and seventy-five phone lines located at the Police department. These recordings are used in a variety of ways such as evidence in criminal cases, training, investigations, and review for quality assurance. The recordings are kept for two years according to the City's Records Retention Policy unless retained as evidence or for training purposes.

The current recording system was configured and installed in 2015. Although technical support for the current system can be extended until December 31, 2023, the vendor will no longer expand or further develop the current system. In addition, the software has become intermittently unreliable in populating phone and radio traffic during searches. The typical life expectancy of this system is five years and has now reached end of life; staff is recommending this equipment be replaced.

Policy Context

Per Section 201 of the City's Purchasing Policy, IT Systems exceeding \$100,000 require City Council approval and a formal bid process.

Public Engagement

This item is on the agenda for the April 19, 2022 City Council meeting and will follow all required postings and notifications. The public may have an opportunity to comment on this item at or before the meeting.

CONCURRENCE

The City's Information Technology staff agrees with the recommendation.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act does not apply to the recommended action in this report because the action does not constitute a "Project" under CEQA Guidelines Section 15378.

FISCAL IMPACT

Budgeted: Yes

Budget Year: 2021-22

Funding Identified: Yes

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
Capital Improvement	\$150,000	\$	\$	\$
Total	\$150,000	\$	\$	\$

Funding for the Audio Recording System Replacement project was approved as part of the 2021-23 Financial Plan. Project funding is scheduled for FY 2021-22.

ALTERNATIVES

Deny or Defer Request for Proposals – Staff does not recommend this alternative due to the age of the equipment and the inability to expand or develop the system in preparation for Next Generation 9-1-1 technology. The audio recording system's performance and dependability has increasingly diminished.

ATTACHMENTS

A – Public Safety Audio Recording System 2022 Request for Proposal